



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

June 15, 2004

Virginia R. Newman, Treasurer  
Friends of Jim Clyburn  
417 Juniper Street  
Columbia, SC 29203

**Response Due Date:**  
**July 15, 2004**

Identification Number: C00255562

Reference: 12 Day Pre Primary Report (4/1/04-5/19/04)

Dear Ms. Newman:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-On Schedule B of this report, you have disclosed disbursements for which you have failed to include the date, amount, address, and purpose. Please amend your report to include the missing information. (11 CFR §104.3(b)(4))

-For future reports, please be advised that contributions to other committees or charitable organizations are not operating expenditures. These amounts should be disclosed on Line 21 of the Detailed Summary Page information and itemized on a separate Schedule B. (11 CFR §104.3(b)(2))

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and